

CRAVEN COUNTY, NORTH CAROLINA

Employment Vacancy Posting

POSITION: Public Health Nursing Director I (Position #214-2)
LOCATION: Craven County Health Department – Home Health
SALARY RANGE: \$56,866 - \$114,886
JOB TYPE: Full-time/Permanent/Exempt
POSTING DATE: August 27, 2013
DATE AVAILABLE: Immediately
CLOSING DATE: Open Until Filled

PRIMARY PURPOSE OF POSITION

This Director I position is responsible for the direction, coordination, and overall management of a progressive and multi-disciplined Home Health-Hospice Agency. This includes responsibility for operational organization planning, budgeting, and evaluation and review of program operations. The Director I ensures organizational compliance with legal, regulatory, and accreditation requirements, as well as ensuring standards of ethical business and clinical practice are maintained.

ESSENTIAL JOB FUNCTIONS

Thorough knowledge and skill in the administration and organization of a Home Health and Hospice Agency with 25+ employees. Ability to plan, coordinate, supervise the work of others and exercise good judgment in appraising situations and making decisions. Will be responsible for program planning, budgeting, writing of policies and procedures and keeping the agency in compliance with Medicare and Accreditation Commission for Home Care's standards.

ADDITIONAL JOB FUNCTIONS

Ability to promote services and maintain rapport with referring agencies and physicians.

MINIMUM EDUCATION AND EXPERIENCE

Master's Degree in Nursing and three years Public Health nursing experience (including two years of experience in a supervisory capacity); or graduation from a four year college or university with a BS Degree in Nursing which includes a Public Health Nursing rotation and four years of Public Health Nursing experience (including two years of experience in a supervisory capacity); or a Master's in Public Health and graduation from a school of professional nursing and three years of Public Health Nursing experience (including two years of experience in a supervisory capacity); or graduation from a school of professional nursing and five years of professional nursing experience four of which must have been in Public Health (including two years of experience in a supervisory capacity).

HOW TO APPLY

Contact the Division of Employment Security for an official NC State Application (PD107) or download the application from <http://www.osp.state.nc.us/jobs/general.htm>. Applicants must be registered at www.ncworks.gov prior to submitting an application. Resumes will not be accepted unless accompanied by a completed application. Apply to Division of Employment Security, 2836 Neuse Blvd, New Bern, NC 28560. Craven County Department contact for questions is Deborah Barmann at 252-636-4960.

Craven County is an Equal Opportunity Affirmative Action Employer.

